



ENCROACHMENT PERMIT APPLICATION

Thank you for your inquiry concerning placement of an encroachment in, on or over navigable waters of the state.

Please note: You must first obtain an encroachment permit from the Idaho Department of Lands prior to placement of any new structures or changes to existing structures in navigable waters. A processing fee (made payable to Treasurer, State of Idaho) is required and must accompany each application. A fee schedule is attached. A single \$250 fee covers an application fee for one or more of the single family aids to navigation shown on the attached fee schedule. A waterline encroachment requires a \$1,000 processing fee. All other encroachment processing fees are on the fee schedule. Please note that a new permit, if issued, will replace any existing permit you may now have. Please include all existing structures so they can be included on your permit.

Please complete all elements on the attached application. The legal description, names and addresses of adjacent property owners, and encroachment dimensions must be accurate and complete. These permits are site specific.

Please note: The signature of the adjacent property owner or lessee (neighbor) is required if any part of your proposed encroachment will be located closer than 10 feet from the common riparian/property line of the adjacent property.

An accurate drawing similar to the sample provided is required. Include all dimensions as shown on the sample (i.e., distance to riparian/property line, dock length and width, water depth and high and low water marks) and names of both adjacent property owners/lessees.

Idaho State Single Family Dock Specifications:

1. Encroachments shall be installed to protrude as near as possible perpendicular to the general shoreline.
2. Encroachments shall not extend beyond a water depth necessary for customary navigation or beyond the established line of navigation.
3. Dock encroachments, excluding slip cutout, shall not exceed 700 square feet in size or 10 feet in width; two-family docks shall not exceed 1,100 square feet in size.
4. Ramp encroachments shall not exceed 6 feet in width.
5. Single- and two-family encroachments shall not exceed four (4) piling, excluding stationary piers.
6. Encroachments shall not be located closer than 10 feet to adjacent property riparian right lines. Riparian right lines extend waterward of ordinary/artificial high water mark perpendicular from the general shoreline.
7. All mooring covers used on encroachments must be removable.
8. For protection of the public trust rights of navigation, structure dimensions will be limited to size actually needed in aid to navigation. Encroachments proposed in rivers shall be held as close as possible to shore to avoid interfering with navigation.

Please submit your completed application to the Idaho Department of Lands:

Priest Lake Area - 4053 Cavanaugh Bay Road - Coolin, ID 83821 - (208) 443-2516

Pend Oreille Area - 2550 Highway 2 West - Sandpoint ID 83864 - (208) 263-5104

Coeur d'Alene Area - 3706 Industrial Avenue South - Coeur d'Alene, ID 83815 - (208) 769-1577

St. Maries Area - 1806 Main Avenue - St Maries, ID 83861 - (208) 245-4551

Payette Lakes Area - 555 Deinhard Lane - McCall, ID 83638 - (208) 634-7125

South Central Area - 319 South 417 East - US Hwy 93 Business Park - Jerome ID 83338 (208) 324-2561

Eastern Idaho - 3563 Ririe Hwy - Idaho Falls ID 83401 - (208) 525-7167

Upon receipt of your complete encroachment application, a permit should be issued within 30 days.

Thank you for your cooperation.

IDAHO LAKE PROTECTION ACT ADMINISTRATION

U.S. ARMY CORPS OF ENGINEERS
IDAHO DEPARTMENT OF WATER RESOURCES
IDAHO DEPARTMENT OF LANDS

This application may be used to apply for both a Department of the Army permit from the U.S. Army Corps of Engineers (Corps) and for State of Idaho permits. Department of the Army permits are required by Section 10 of the Rivers and Harbors Act of 1899 for any structures or work in or affecting navigable waters of the United States and by Section 404 of the Clean Water Act for discharges of dredged or fill material into waters of the United States, including their adjacent wetlands. State permits are required under the State of Idaho, Stream Channel Protection Act (Title 42, Chapter 38, Idaho Code) and the Idaho Lake Protection Act, Section 58-142 et. seq., Idaho Code. **Route Uses: Information provided on this form will be used in evaluating the application. Disclosure of requested information is voluntary.** If information is not provided, however, the permit application cannot be processed nor can permits be issued. Applicants should send this completed application, along with one set of good reproducible drawings showing the location and character of the proposed project, to both the Corps of Engineers and the State of Idaho. NOTE: DRAWINGS NO LARGER THAN 8-1/2 X 11 INCHES IN SIZE. The Applicant Information pamphlet provides instructions and a checklist for completing the drawings.

PLEASE TYPE OR PRINT

6. a. Describe Project (Work below the ordinary high water mark or in wetlands).
- b. Construction methods and equipment
- c. Length of project along the stream or extension into lake or reservoir:
- d. Size and flow capacity of proposed bridge or culvert and area of drainage served (sq. miles): (Idaho Department of Water Resources requirement.)

IDWR Form 3804-B
Apr 04 (REV)

8.a. Purpose and intended use: Commercial _____ Public _____ Private _____ Other _____ Describe _____

b. Reason for project _____

9. Proposed Starting Date _____ Estimated Duration _____

10. List portions of the project that are complete with month and year of completion
Label this work on your drawings. _____

11. Names, addresses, and telephone numbers of all adjoining property owners, lessees, etc.

_____	_____	_____
_____	_____	_____
_____	_____	_____

☐ Check here if the alteration is located on endowment lands administered by the Idaho Department of Lands

12. LEGAL OWNER IF OTHER THAN APPLICANT

a. Name _____ d. Phone Work () _____

b. Mailing Address _____ Home () _____

c. City, State, Zip Code _____

13. List applications, approvals, or certifications from other Federal, state, or local agencies for work described in this application.

Issuing Agency	Type of Approval	Identification No.	Date of Application	Date of Approval
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

14. Has any agency denied approval for the proposed activity? Yes _____ No _____ (If "Yes" explain)

15. Other comments/information:

16. Application is hereby made for a permit or permits to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief, such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to come upon the above-described location to inspect the proposed and completed work.

Signature of Applicant (ORIGINAL SIGNATURE REQUIRED) _____ Printed Name _____ Date _____

17. If you wish to designate an authorized agent, complete item 4, item 16 and the following information.

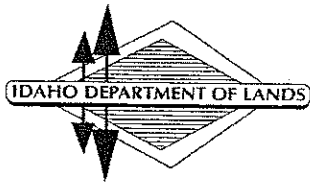
I hereby designate _____ to act as my agent in matters related to this permit application. I understand that if a Federal permit is issued, I must sign the permit.

Original Signature of Authorized Agent _____ Date _____ Original Signature of Applicant _____ Date _____

18 U.S.C. Section 1001 provides that: Whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly falsifies, conceals, or covers up by any trick, scheme, or device a material fact or makes any false, fictitious, or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more than \$10,000 or imprisoned not more than 5 years or both.

DO NOT SEND CORPS PROCESSING FEE WITH APPLICATION

SEND IDAHO DEPARTMENT OF WATER RESOURCES OR IDAHO DEPARTMENT OF LANDS FILING FEE WITH APPLICATION



Application Number _____

SINGLE AND TWO-FAMILY LOT ENCROACHMENT PERMIT APPLICATION

This information sheet and checklist must be completed when submitting an encroachment permit application. Incomplete applications will be returned without processing.

Encroachment Type:

(Check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> - Single family dock (58-1305) | <input type="checkbox"/> - Riprap (58-1306) |
| <input type="checkbox"/> - Two-family dock (58-1305) | <input type="checkbox"/> - Waterline (58-1306) |
| <input type="checkbox"/> - Mooring buoy (58-1305) | <input type="checkbox"/> - Other – describe: _____ |

Applicant's Littoral Rights Are:

☐ - Signature of littoral rights owner is obtained if applicant is not the owner of the riparian/littoral rights

- ☐ - Owned, fee simple title holder
☐ - Leased
☐ - Other – describe: _____

Provide a Black/White Copy of Each Required Document on 8½"x14" or Smaller Paper:

- ☐ - County plat map showing both neighboring littoral lots.
- ☐ - Tax record identifying the owner of the upland parcel(s)
- ☐ - Lakebed profile with encroachment and water levels of winter and summer
- ☐ - General vicinity map that allows Department to find the encroachment
- ☐ - Scaled air photo or map showing lengths of nearby encroachments, distances to adjacent encroachments, and location and orientation of the proposed encroachment

Are Existing Docks or Other Encroachment(s) Permitted On This Parcel(s)?

- ☐ - No
☐ - Yes

Please attach a current photograph and a "to scale" drawing (see Document Requirements Above)

Permit # _____ Date of Construction: _____

What will happen to the existing dock or encroachment if this permit application is approved?

- ☐ - Remain unchanged
☐ - Complete removal
☐ - Modification
☐ - Other: _____

(Please note that old dock materials must be removed from the lake. Discarding these materials creates serious boating safety issues and offenders will be subject to prosecution and penalties.)

Does the Property Have 25 Feet of Lake Frontage for a Single-Family Dock or 50 Feet for a Two-Family Dock?

- ☐ - Yes Total front footage: _____ feet
☐ - No

How Many Feet Does the Proposed Encroachment Extend Beyond the Ordinary (or Artificial) High Water Mark? _____ feet

The Proposed Dock Length Is:

- ☐ The same or shorter than the two adjacent docks
☐ Longer than the two adjacent docks
☐ Longer than the two adjacent docks, but within the line of navigability established by the majority of existing docks in the area.
☐ _____ feet and not located near any other docks or other encroachments.

What is the water depth at the end of the proposed dock?

Summer level _____ feet

Winter level _____ feet

Does the Proposed Dock Exceed the Maximum Square Footage of 700 ft² for Single-Family Docks or 1,100 ft² for Two-Family Docks?

☐ - No

Total square footage:

☐ - Yes _____ ft²

Will the Proposed Encroachment Exceed the Maximum Width of 10 Feet?

☐ - No

☐ - Yes If yes, explain why: _____

Will the Proposed Encroachment Be Located Closer Than 10 Feet to the Riparian/Littoral Right Lines Established With Your Neighbors?

☐ - No

☐ - Yes If yes, what are the proposed distances? _____ feet

☐ - Consent of affected neighbor was obtained

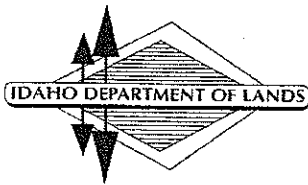
Determining Riparian/Littoral Right Lines

Littoral right lines are not simple extensions of the upland property lines. Littoral right lines are generally perpendicular, or at right angles, to the shoreline. Curved shorelines or unusual circumstances may require Department Staff, or other professionals, to closely examine littoral right lines and assess the potential for infringement on adjacent littoral property owners.

Printed Name

Date

Signature of Applicant or Agent



Application Number _____

COMMERCIAL/COMMUNITY/NON-NAVIGATIONAL ENCROACHMENT PERMIT APPLICATION

This information sheet and checklist must be completed when submitting an encroachment permit application. Incomplete applications will be returned without processing.

ENCROACHMENT TYPE:

(Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> - Community dock | <input type="checkbox"/> - Float home |
| <input type="checkbox"/> - Commercial marina | <input type="checkbox"/> - Boat garage |
| <input type="checkbox"/> - Bank stabilization | <input type="checkbox"/> - Mooring buoy(s) |
| <input type="checkbox"/> - Other – describe: _____ | |

Applicant's Littoral Rights Are:

- | | |
|---|---|
| <input type="checkbox"/> - Signature of littoral rights owner is obtained if applicant is not the owner of the riparian/littoral rights | <input type="checkbox"/> - Owned, fee simple title holder |
| | <input type="checkbox"/> - Leased |
| | <input type="checkbox"/> - Other – describe: _____ |

Provide a Black/White Copy of Each Required Document on 8½"x14" or Smaller Paper:

- ☐ - County plat map showing both neighboring littoral lots.
- ☐ - Tax record identifying the owner of the upland parcel(s)
- ☐ - Lakebed profile with encroachment and water levels of winter and summer
- ☐ - General vicinity map that allows Department to find the encroachment
- ☐ - Scaled air photo or map showing lengths of nearby encroachments, distances to adjacent encroachments, and location and orientation of the proposed encroachment.

Are Existing Docks or Other Encroachment(s) Permitted On This Parcel(s)?

- ☐ - No
- ☐ - Yes

Please attach a current photograph and a "to scale" drawing (see Document Requirements Above)

Permit # _____ Date of Construction: _____

What will happen to the existing dock or encroachment if this permit application is approved?

- ☐ - Remain unchanged
- ☐ - Complete removal
- ☐ - Modification
- ☐ - Other: _____

(Please note that old dock materials must be removed from the lake. Discarding these materials creates serious boating safety issues and offenders will be subject to prosecution and penalties.)

How Many Feet Does the Proposed Encroachment Extend Beyond the Ordinary (or Artificial) High Water Mark? _____ feet

The Proposed Dock Length Is:

- ☐ The same or shorter than the two adjacent docks
- ☐ Longer than the two adjacent docks
- ☐ Longer than the two adjacent docks, but within the line of navigability established by the majority of existing docks in the area.
- ☐ _____ feet and not located near any other docks or other encroachments.

For Community Docks, Does the Proposed Dock Exceed the Maximum Square Footage of 7 ft² per Littoral Front Foot? ☐ - No

Total square footage: _____

☐ - Yes _____ ft²

**STATE OF IDAHO
DEPARTMENT OF LANDS
ATTACHMENT FOR ENCROACHMENT**

Required When Applying for an Idaho Dept. of Lands Lake Encroachment Permit

"Joint COE-IDL Applications" for encroachment must be signed by the riparian or littoral property owner or his lessee. A riparian or littoral owner is the person whose upland property interfaces the ordinary or average highwater mark of a given waterway. A complete application must include the legal description of the upland property; a vicinity map showing the location of the proposal; design plans showing the adjacent boundary lines, encroachment dimensions, water depth, and a lakebed profile, all relative to the ordinary or artificial high water mark; and name and address of the adjacent property owner(s).

DOCK REQUIREMENTS AND SET BACKS

General requirements are as follows:

- 1) Encroachment installed perpendicular to the general shoreline.
- 2) Encroachment not to extend beyond a depth necessary for customary navigation nor beyond the established line of navigation.
- 3) Dock encroachment is not to exceed 700 square feet in size nor 10 feet in width, excluding a slip cutout.
- 4) Approach ramp is not to exceed 6 feet in width. ONLY 4 PILINGS ALLOWED.
- 5) Structure may not be closer than 10 feet to adjacent property and/or riparian boundary lines without written consent from the adjacent property owner, as riparian lines extend into the water perpendicular from the general shoreline.
- 6) Commercial encroachments are required to maintain 25 feet from adjacent property and/or riparian boundary lines.

CONSENT OF ADJACENT RIPARIAN OR LITTORAL PROPERTY OWNERS

Navigational and nonnavigational encroachments located adjacent to an upland property may infringe upon the adjacent property owner. Signature of the owner(s) will automatically rebut this presumption. The owner's signature below and initials per applicant's drawing will complete the permit requirement process.

I, _____, am the owner of riparian or littoral property adjacent to the riparian or littoral area listed in this application. I am familiar with the scope and location of the proposed encroachment as evidenced by accompanying plans which I have initialed. I offer no objection to the encroachment.

Date

Name

Address

I, _____, am the owner of riparian or littoral property adjacent to the riparian or littoral area listed in this application. I am familiar with the scope and location of the proposed encroachment as evidenced by accompanying plans which I have initialed. I offer no objection to the encroachment.

Date

Name

Address



ENCROACHMENT PERMIT FEE SCHEDULE Spring 2008

Single Family Dock	\$250 Fee
Boat Lift (Shore Station) added to Single Family Dock	\$250 Fee
Buoy	\$250 Fee
Rail System	\$250 Fee
Rip Rap Placement	\$250 Fee plus \$75 Publication Fee
Water Intake Line	\$1,000 (Agency Review Period)
Community Dock	\$2,000 Fee plus \$75 Publication Fee
Commercial Navigational	\$2,000 Fee* plus \$75 Publication Fee
Nonnavigational	\$1,000 Fee plus \$75 Publication Fee

Fees are cumulative for multi-part projects that combine navigational and non-navigational components. Projects with only navigational encroachments that are permitted concurrently will not have cumulative fees, but if the same navigational encroachments are permitted separately the fees will be cumulative. Some examples are:

Single Family Dock (\$250) + Water Intake Line (\$1,000) = \$1,250

Single Family Dock with a boat lift (concurrently) = \$250

Single Family Dock (\$250) with a boat lift (\$250) (separately) = \$500

Single Family Dock (\$250) with a riprap project (\$250) = \$500 + publication fee

Commercial Navigational (\$2,000) with a riprap project (\$250) = \$2,250 + publication fee

Commercial Navigational (\$2,000) with a nonnavigational project (\$1,000) = \$3,000 + publication fee

*Commercial Navigational Encroachments will be charged a base fee of \$2,000. Additional fees may be required for larger, complex applications.



VICINITY MAP

IN
IN/NEAR

COUNTY,

DATE: SHEET 1 OF
APPLICATION BY:

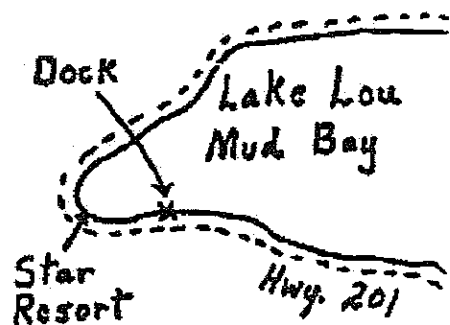
N



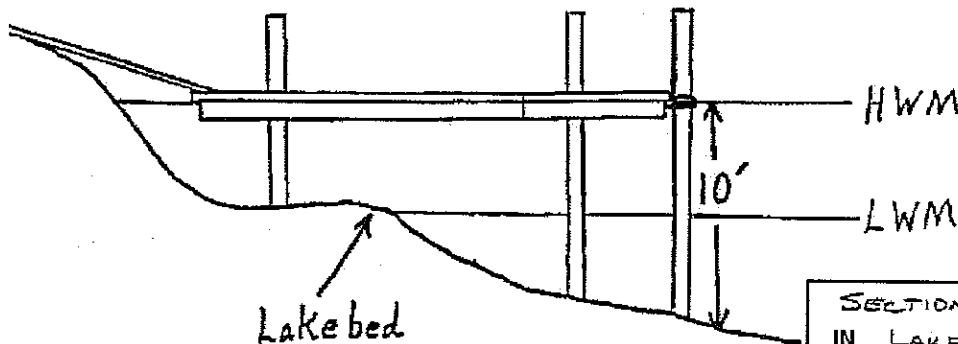
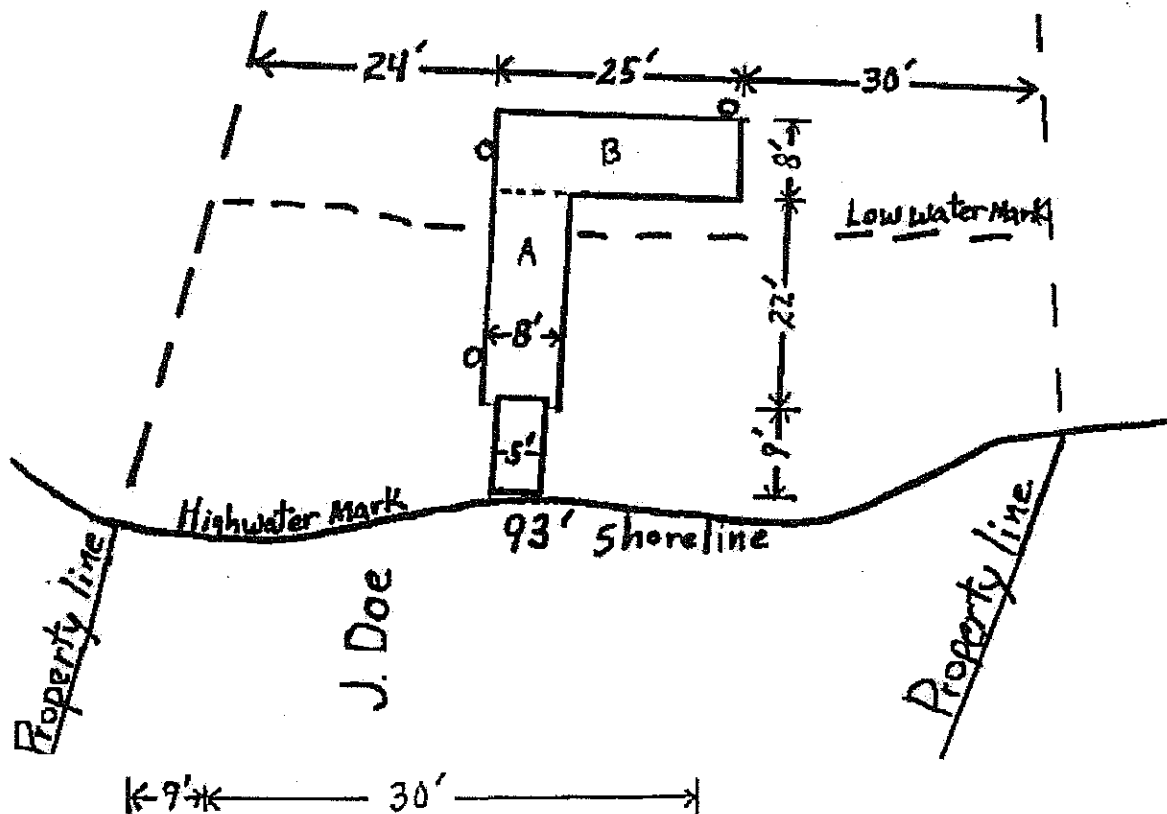
SAMPLE ENCROACHMENT DRAWING(Dock - Piles)

Square Footage
 Ramp 5'x9' = 45 sq. ft
 A Dock 8'x22' = 176 " "
 B Dock 8'x25' = 200 " "
421 sq. feet

N



VICINITY MAP



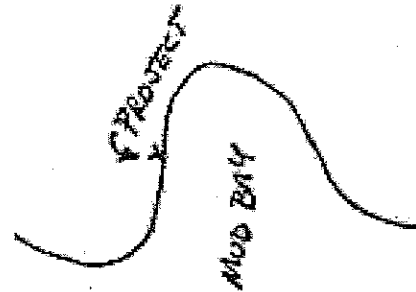
SECTION 37 T43N R2E B.M.
 IN LAKE CDA
 IN/NEAR CDA.
 Buclie COUNTY,
 DATE: 1/2/00 SHEET 1 OF
 APPLICATION BY: J. Doe

N



SAMPLE ENCROACHMENT DRAWING (Rip Rap - Lake

N



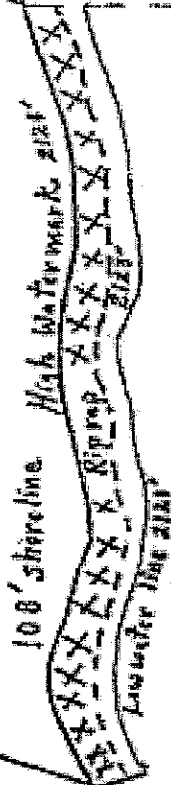
VICINITY MAP

Lot 5

Lot 6

Lot line

Lot 7



Riparian line

Angular Rock

Uplands

Highwater 2128'

2123'

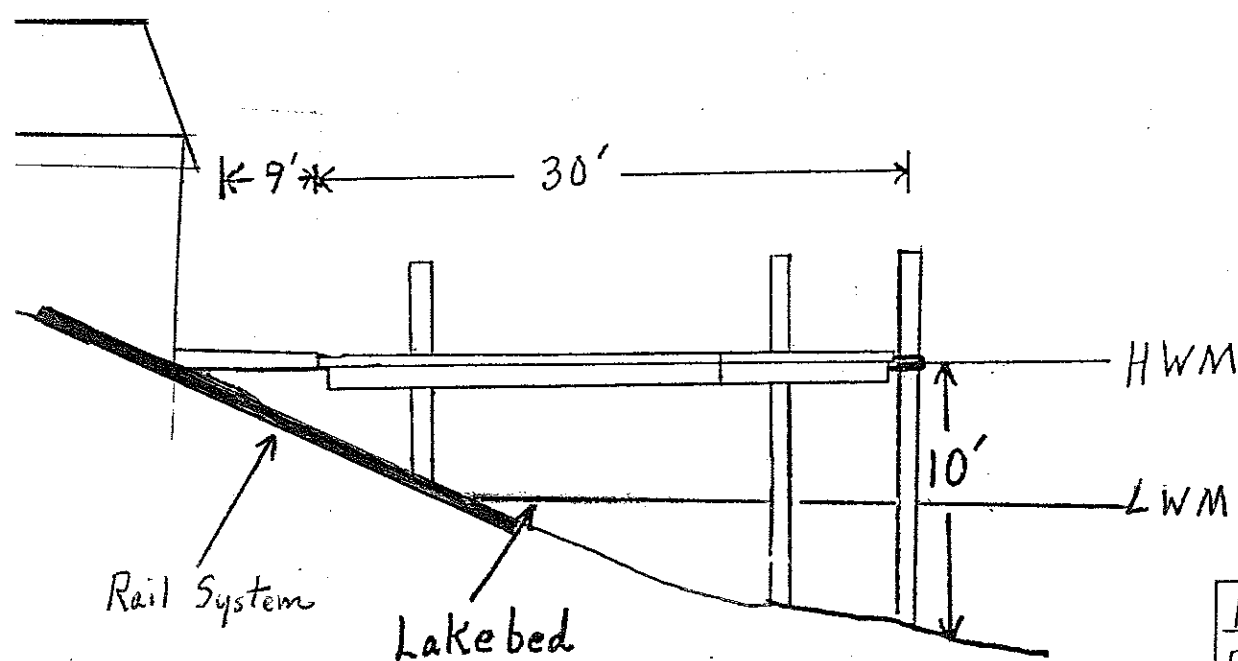
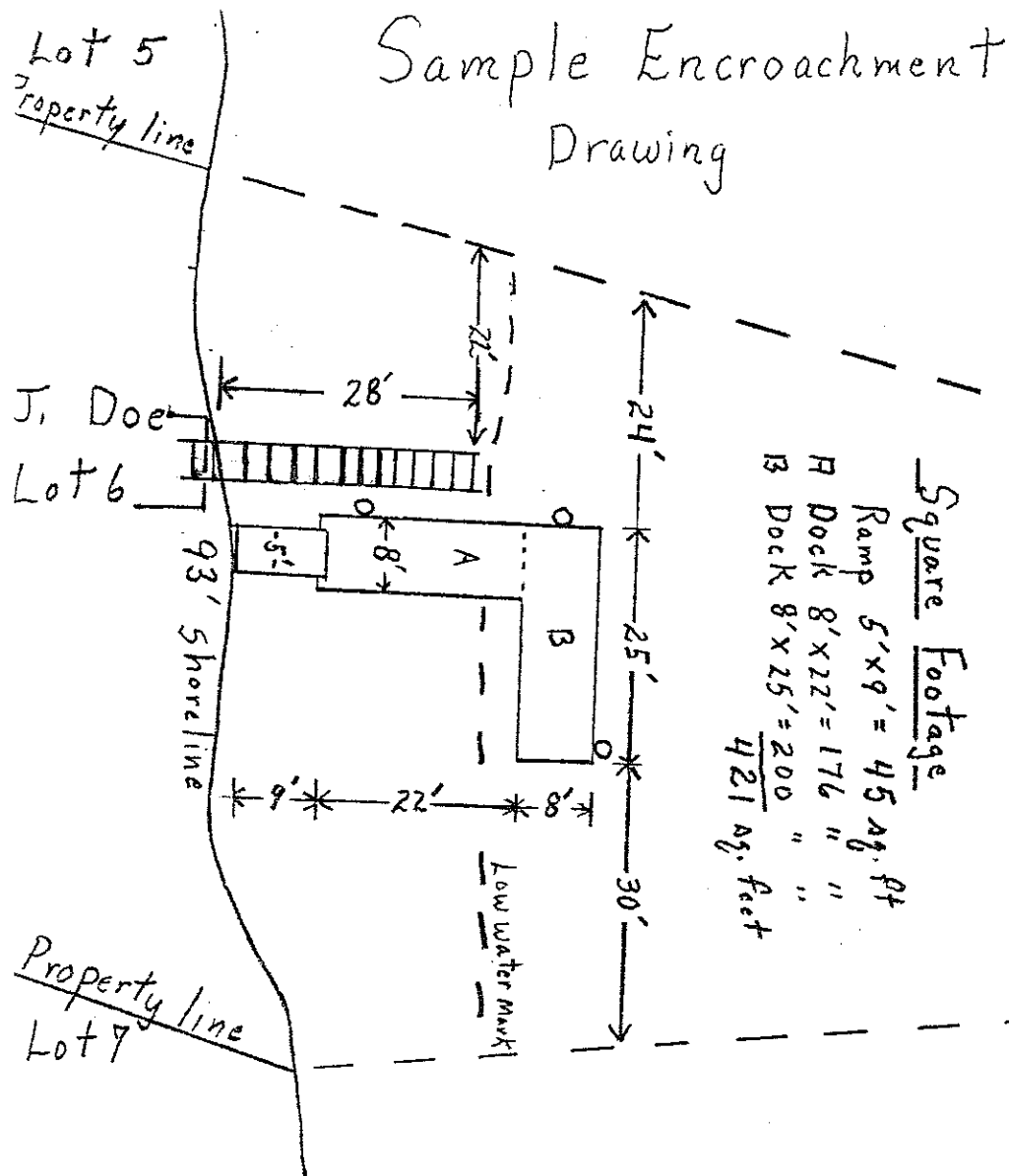
2121' Lowwater

Filter Fabric

Toe Trench

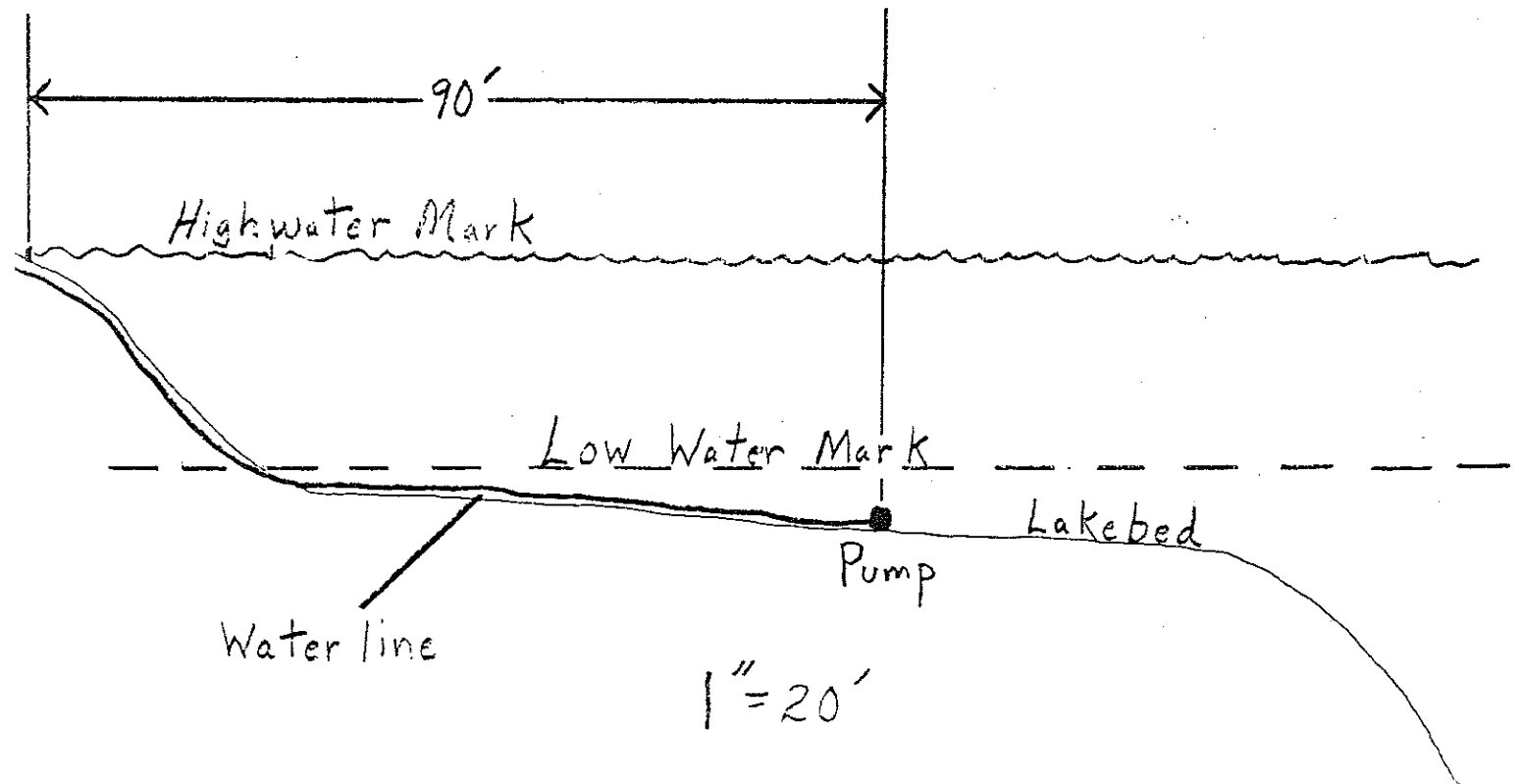
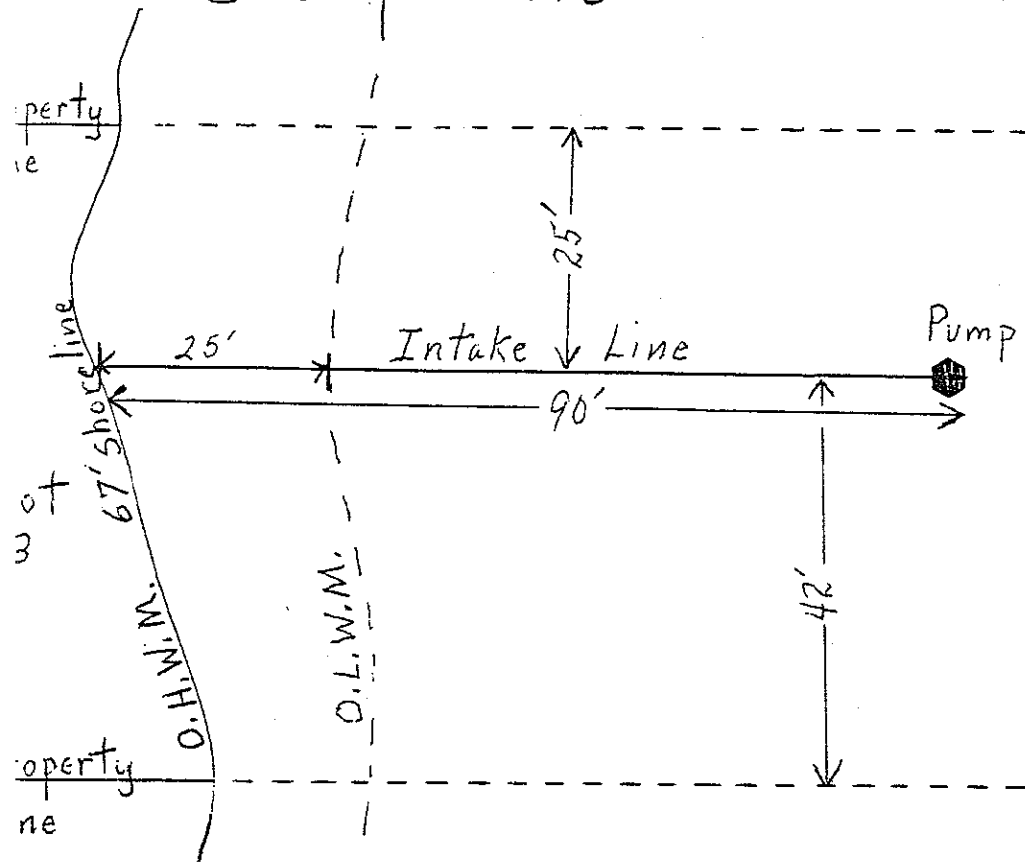
SECTION 37 T43N R26 B.M.
IN LAKE CDA
IN NEAR CDA

Angelic COUNTY,
DATE: 1/2/00 SHEET 1 OF
APPLICATION BY: J. Doe

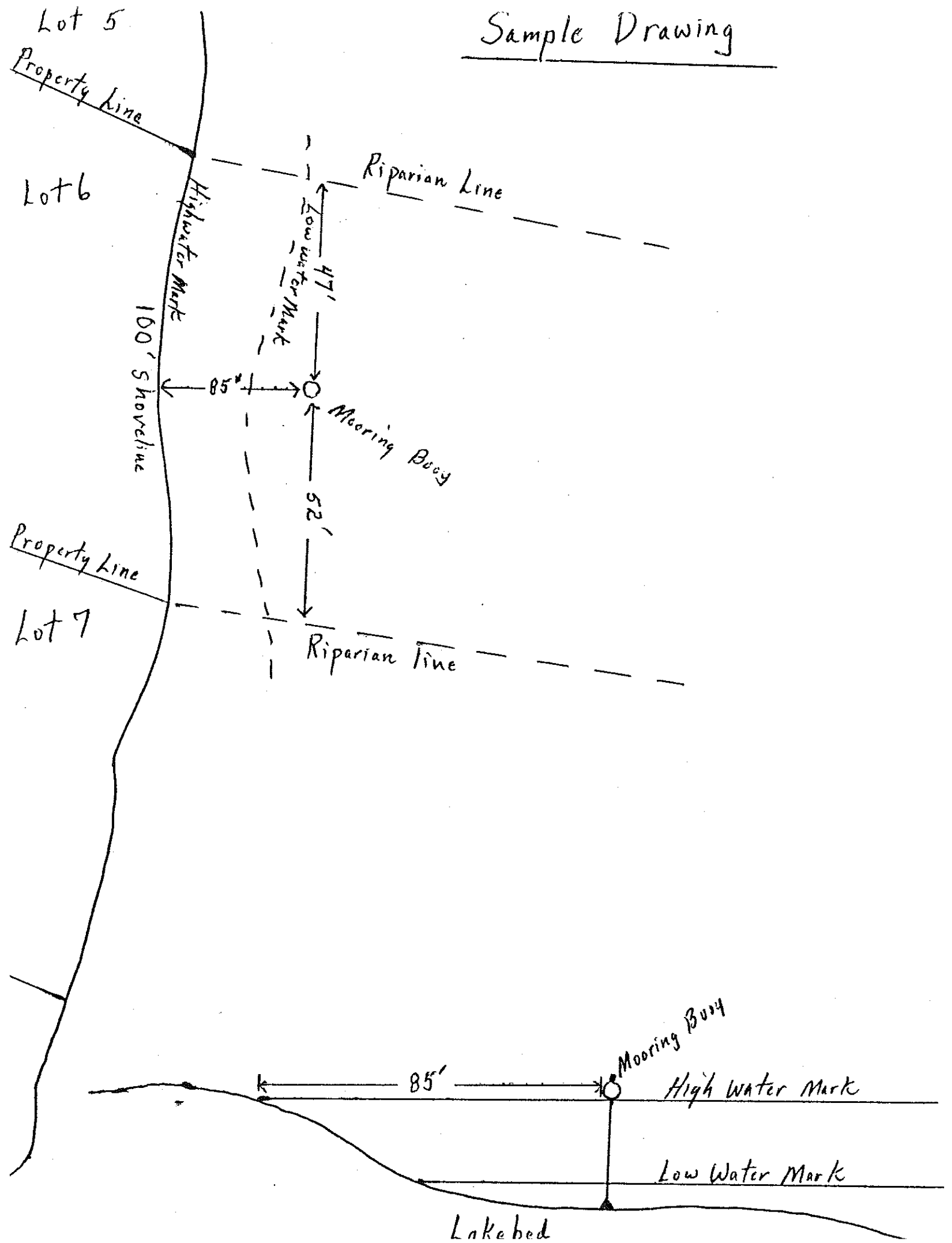


Proposed Dock
 By: J. Doe
 In: Lake Lou

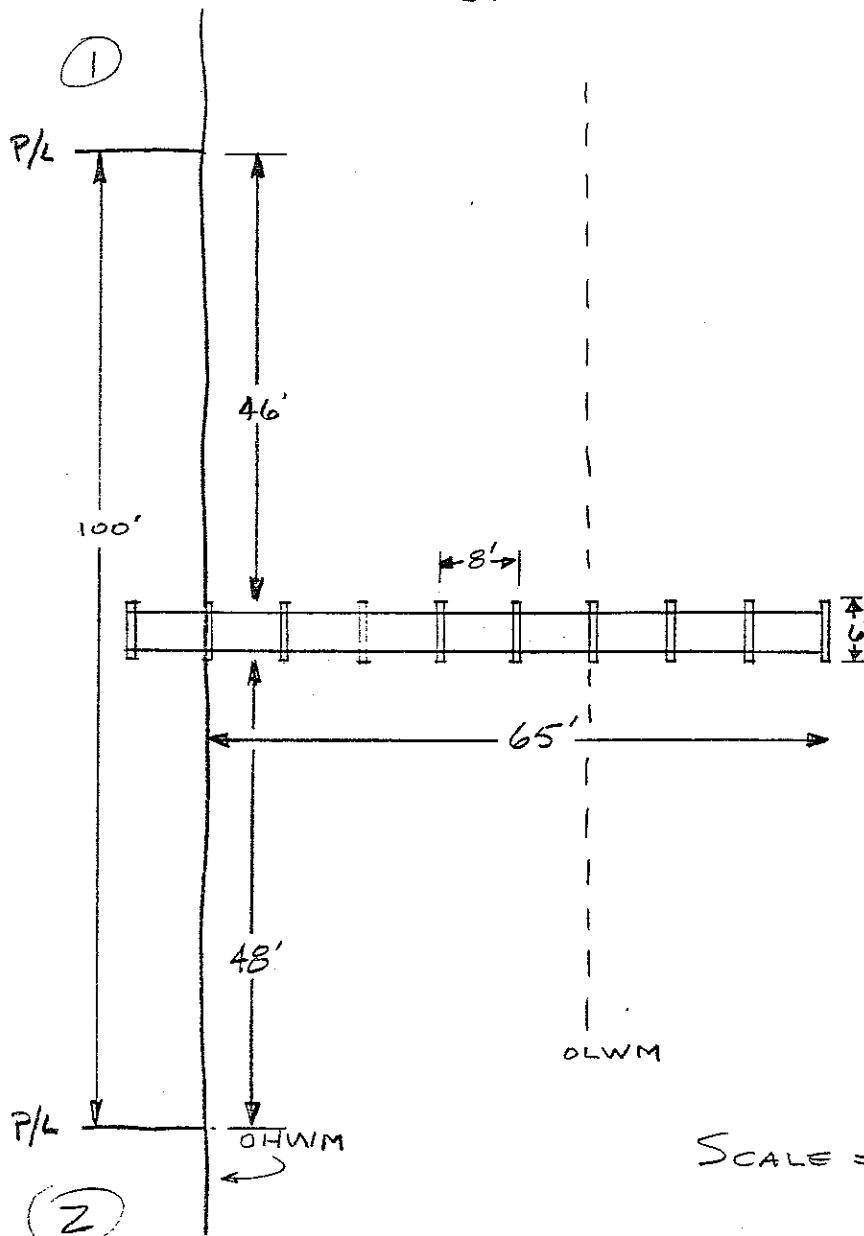
Sample: Waterline Encroachment



Sample Drawing

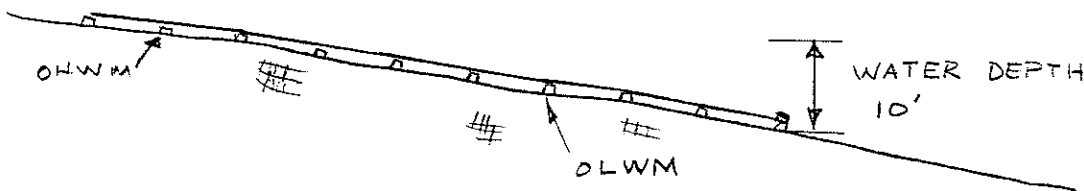
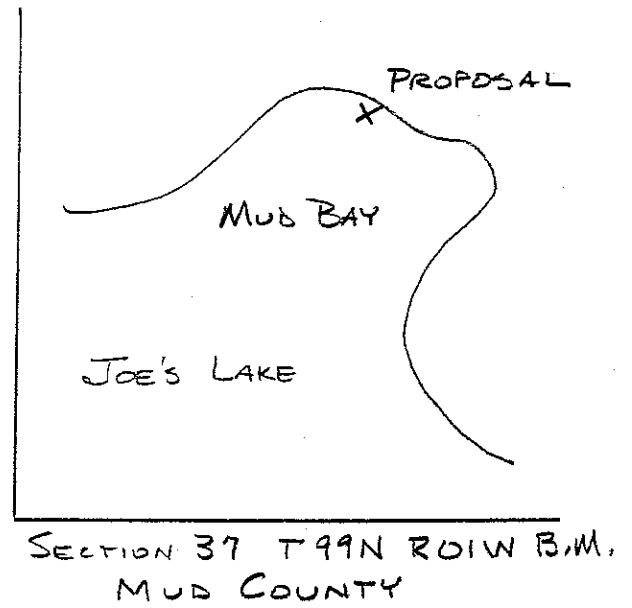


SAMPLE LAUNCH RAIL DRAWING



- CONCRETE TIES LAYED ON BED OF LAKE,
- WORK DONE AT LOW WATER.

SCALE = 1" = 20'



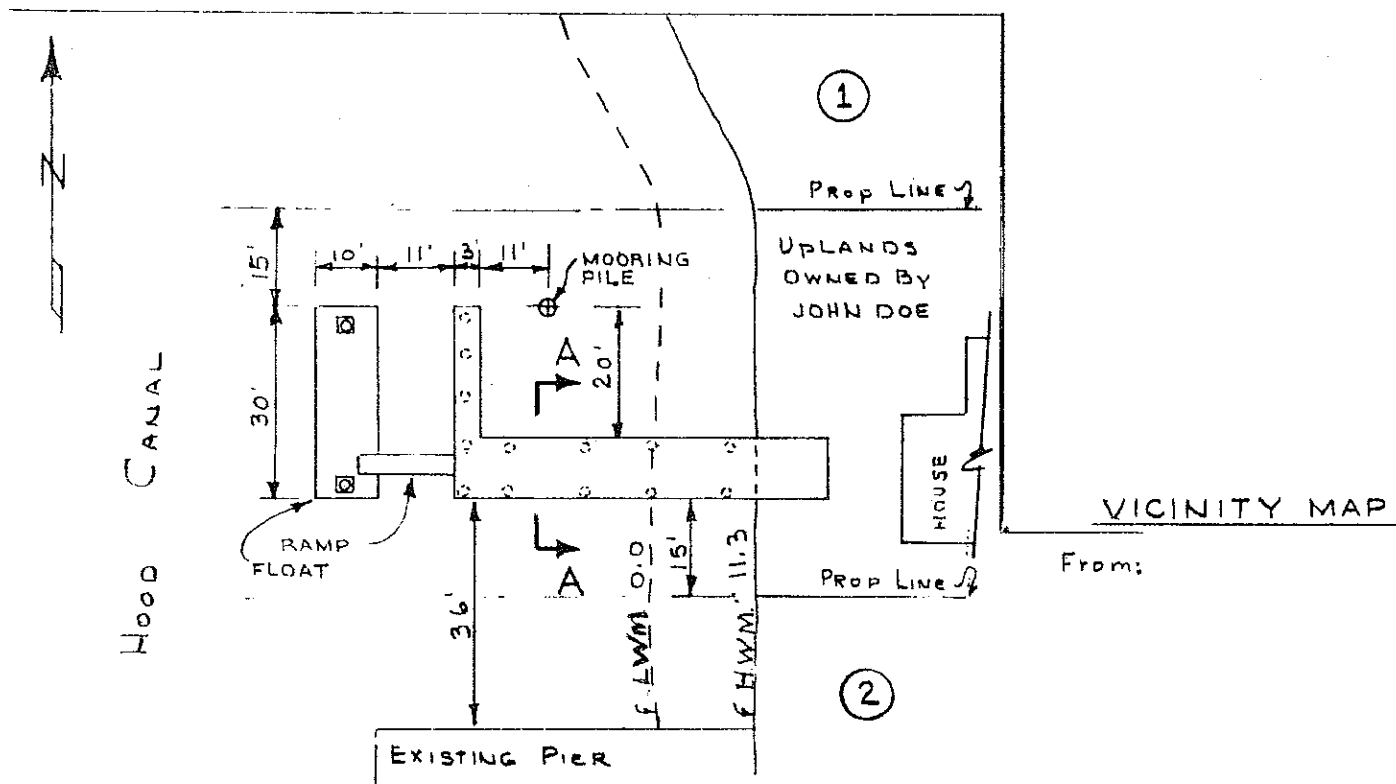
ADJACENT NEIGHBORS

① _____

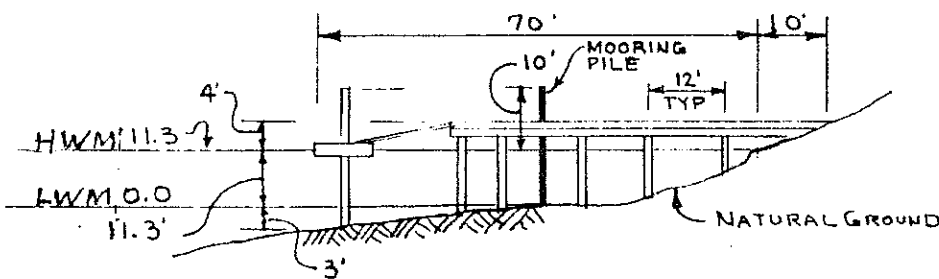
② _____

APPLICATION BY: _____

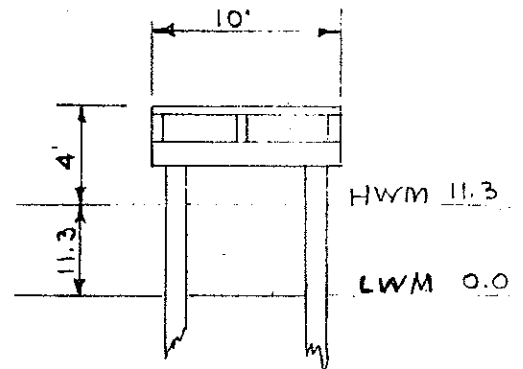
PIER SAMPLE DRAWING



PLAN
SCALE: 1" = 30'



ELEVATION
SCALE: 1" = 30'



SECTION A-A
SCALE: 1" = 10'

1. PURPOSE:

2. DATUM:

3. SOUNDINGS ARE IN FATHOMS/FEET

4. ARE FEDERAL HARBOR LINES ESTABLISHED? ☐ YES ☐ NO

5. NAME AND ADDRESS OF ADJACENT PROPERTY OWNERS

①

②

PROPOSED PIER, FLOAT
AND MOORING PILE.

IN:

IN/NEAR

COUNTY OF

STATE

APPLICATION BY:

DATE:

SHEET of

SAMPLE RIP RAP DRAWING

